



TERRY L. STEWART - DIRECTOR

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Arizona Department of Corrections Receives Federal Grant Money to Enforce Drug-Free Prisons

As President Bill Clinton, announced significant budget initiatives to help break the cycle of crime and drugs, Corrections Director Terry L. Stewart was in Washington D.C. to represent the Arizona Department of Corrections, and receive a \$423, 201 grant from the Office of National Drug Control Policy. Arizona was one of only eight states selected to receive part of \$6 million for new Drug-Free Prison initiatives. President Clinton's announcement of new resources to help state and localities systematically test, treat and sanction drug-involved offenders included funding that will assist the Department of Corrections.

Funds will support surveillance systems, narcotic canines, advanced technologies for drug detection and other efforts to keep Arizona's prisons drug-free.

The Arizona Department of Corrections (ADC) is committed to *zero tolerance* with respect to the

possession or use of alcohol, narcotics or illegal drugs and was selected based on plans to:

- ◆ *significantly increase inmate drug testing from 10 to 20%,*



- ◆ *expand narcotic service dog use to provide 100% coverage,*

- ◆ *apply ion technology for use initial detection and validation of drugs,*

- ◆ *establish an automated information gathering system,*

- ◆ *extend equipment and procedural successes to other complexes.*

Arizona State Prison Complex-Perryville will be the test site for implementation of the enhanced zero-tolerance drug programs with eventual expansion of the program system-wide.

"Our commitment to zero tolerance is a formidable task and not without serious challenges. We believe that success will come in a coherent, practical and affordable strategy. This federal funding will most definitely help us meet our goal of drug-free prisons," Corrections

Director Terry Stewart said.

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DIRECTOR'S PERSPECTIVE

by Terry L. Stewart



By now you are probably aware that I was targeted by the New Mexican Mafia (NMM) as a result of the Security Threat Group (STG) policy that I put in place two years ago. This situation was heightened when a member of the NMM was stabbed by one of his associates. After the attempt on his life, the informant decided to cooperate with law enforcement officials and our Department. Members of the Phoenix Police Department Gang Squad, along with our own STG Unit, worked together to obtain and corroborate information that was supplied to them by the informant.

The attempt on my life was real and caused me to reflect on the safety of everyone in my Department. In addition, the incident strengthened my resolve to keep gangs from gaining control of our prison system. I am now further convinced that what we are doing is working.

Although I was the only person mentioned by name in this attempt, there are rumors that the NMM and other groups want to disrupt the lives of my employees through the use of intimidation. For this reason, I have taken steps to ensure the safety of each and every member of the Arizona Department of Corrections family.

I have put together a special unit comprising highly experienced people with backgrounds in investigations and security. These people will work with law enforcement agencies in the documentation and prosecution of anyone who threatens to harm or causes an overt act against any ADC employee. I am also working with the legislature in writing statutes that will specifically address threats and assaults on employees. In addition, we are putting together a training plan for employees on how to recognize potential threats and develop measures to ensure your safety and the well-being of your families. An employee protective measures handbook is being written and will be delivered to you shortly. Since your safety is my primary concern, you will receive additional security training in the near future. In the meantime, I recommend you vary your daily routines and become especially aware of your surroundings.

Threats to our institutions and officers are nothing new. These threats are something that we, law enforcement officials and the justice system as a whole, have to address as an on-going concern. What we must do now is provide a united front against known terrorists and let them know that we will not tolerate their threats.

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Audrey A. Burke Retires After 30 Years of Dedicated Service



L to R: Deputy Director Ryan, Audrey Burke, and Director Stewart.

Co-workers and family members of Audrey A. Burke, administrator of the Offender Services Bureau, recently gathered at a retirement party in her honor to acknowledge the achievements and contributions she has made to the Arizona Department of Corrections.

Audrey's career with the Arizona Department of Corrections spans more than 30 years of dedicated and innovative service that began when she was first hired in 1968 prior to establishment of the Department of Corrections, as an administrative secretary for the Arizona Board of Pardons and Paroles — now known as the Board of Executive Clemency.

Before assuming her most recent position as administrator, Audrey gained wide-ranging experience by working as an administrative assistant, records management supervisor, administrative services officer, and deputy administrator of the Offender Services Bureau.

Audrey has been instrumental in bringing about positive changes within the Offender Services area, and standardization of institution records and releases processes within the Department. In each position Audrey has served, she has brought a strong professionalism and commitment to advancing the objectives of the Department. However, she attributes her success to the wonderful group of people she has worked with over the years. "The Arizona Department of Corrections has been my extended family for more than 30 years. I have a deep sense of gratitude to the Director, the Executive Staff, and my colleagues for years of support and assistance in meeting our goals. The Department has given me a lot, including the opportunity to grow professionally."

One of the early highlights of her career included maintaining and supervising the Central Office Offender Records and information area (Time Comp and Records), in 1978.

In 1982 she was tasked with establishing a centralized Time Computation Unit and creation of the Correctional Records Services. She standardized the processes for initial calculation and recalculation of inmate release eligibility dates, preparation of Parole Certification Lists and Tentative

Release lists, and final audit of inmate records for verification of their release eligibility dates prior to release.

Audrey has also worked with a contracted consultant in the development of the Adult Inmate Management System (AIMS), which automated the Department's inmate record and release eligibility calculations.

She developed and implemented the Release Notification system and automated the process for notification of victims prior to Parole Board hearings to be held for inmates and prior to the inmate's release.

In 1993, she was effective in the interpretation and oversight of the implementation of "Truth In Sentencing" legislation as it affected inmate releases.

Throughout her career, Audrey has cultivated the respect and admiration of her co-workers as well as individuals outside of ADC. With one phase of her career ending, Audrey is embarking on another pursuit. She has contracted to work with the Department as a consultant on the Y2K project. As a consultant, Audrey will deal with contingency planning which encompasses developing back up plans if the Department's system functions fail to work.

From the Mailbag

To Director **Stewart**:

"A couple of weeks ago the Governor and I traveled to Douglas to attend the funeral of beloved Department of Public Safety Officer Juan Cruz. As you can imagine, it was an incredibly emotional experience for everyone, especially his extensive family, many friends, and the community in which he grew up. With state and local police officers being an integral part of the ceremonies and procession, it was clear that logistics and manpower assistance were needed to coordinate this citywide day of mourning.

It was the personnel of the Department of Corrections who came forth to meet those needs. The presence of ADC officers was evident throughout the procession to the church and then on to the cemetery following the service. The professionalism and cooperation exhibited by these outstanding state officers helped ease the burden on the family and the community, and I know that their efforts were truly appreciated. Please extend my gratitude to the fine men and women of your department who provided this valuable and heartfelt assistance to the family and all of us."



George Weisz, Executive Assistant, Office of the Governor

ADC RECOGNIZED WITH FIVE S

Arizona Department of Corrections programs and teams have been recognized by Governor Jane Hull at the sixth annual "Spirit of Excellence Awards" program sponsored by the Arizona Office of Excellence in Government. The awards and recognitions are designed to reward improvement in state government by recognizing programs, sub-programs, and teams who continually excel and inspire others to achieve excellence.

The Department of Corrections was one of the leading state agencies in awards and recognitions with a total of 130 employees involved in five various programs and teams that were honored. The Department of Corrections programs recognized were:

The Arizona State Prison Complex- Douglas Work Crew Program

Judges in the Spirit of Excellence Awards singled out this program as exceptional and awarded it with the Governor's Award for Excellence. Over the past 12 years, the Douglas prison complex has committed inmate labor to governmental entities and community organizations throughout Cochise County. This truly innovative program has achieved significant results, such as the conversion of an old railroad depot in Douglas into new headquarters for the Douglas Police Department, and improvements to city parks. This program was judged to have high customer satisfaction, citizen appreciation, proven cost savings, and high visibility in supporting projects to improve community services.



The Inmate Health Services Division Health Education Team

A team of 24 health professionals applied a new approach to managing health care in a prison setting by developing health education programs and materials that are designed to teach inmates about the choices they make affecting their health. "Inmate Information Sheets" on subjects such as dental hygiene, and the AIDS virus are made available in all prison health units throughout the state. They are written in both English and Spanish, and in an acceptable reading level for inmates. This program received the Spirit of Excellence "Team" Recognition Award.



PIRIT OF EXCELLENCE AWARDS

The Designated Armed Response Team

This cross-functional team brought in staff personnel from more than 10 different divisions and prison complexes. The group developed a policy on training and the use of weapons for on-duty staff during a crisis situation until relieved by a Tactical Support Unit. Their work was awarded with the Spirit of Excellence Team Recognition Award.



The Food Service Privatization Team

A group of Department administrators, wardens, and food service specialists tackled the issue of skyrocketing costs of providing food service to more than 25,000 inmates in the Arizona prison system. The team recommended privatization of food services which will result in cost savings of \$16.8 million over five years. Privatization also will improve the level of customer service, implement a uniformed food service system throughout the Department, and result in standardized menus. The Spirit of Excellence Team Recognition Award was presented to this group.



The Arizona State Prison Complex-Tucson Graffiti Abatement Program

In a partnership with the Tucson Crime Prevention League, ASPC-Tucson provided a crew of 10 minimum custody inmates to paint over areas of graffiti around the city of Tucson selected by the Crime Prevention League. Because of its success, the program recently has been expanded to two teams now covering a larger area of Tucson and surrounding communities. The Graffiti Abatement Program received the Spirit of Excellence Strategic Venture Award.



“All of us in the Department of Corrections are very proud of being recognized with these Spirit of Excellence awards.” Corrections Director Terry Stewart said. “These are functions and programs in the Department that illustrate our dedication to efficiency and cost effective operations, as well as providing improvements to communities and making Arizona’s prison system better,” Stewart said.

ASPC-Douglas Employees Show their Generous Spirit

For the past five years, the employees of ASPC-Douglas have adopted a family for the holidays. This year, they decided to sponsor four families from Bisbee, Douglas and Elfrida.

The Farinelli family from Elfrida was especially in need of assistance when tragedy struck a week before Thanksgiving. Their house was destroyed in a fire, leaving the family with almost nothing. The employees of ASPC-Douglas banded together and donated toys, food, money and other personal items to the family. A beautiful afghan was made by **Katie Amaya** and raffled off with proceeds used to buy perishable food items. On December 22, Physical Plant Supervisor **Fred Taylor**, who played



Santa Claus, accompanied by Warden **Charles Flanagan**, **Veronica Abrigo**, CO **Sergio Romero**, CO **Karen Raymond**, **Alex Ruiz** and **David Raber** visited the family's temporary home. Greeted at the door were four very surprised

children. The look on their faces brought home the true meaning of Christmas.

A new addition to the giving spirit was started this year. The Douglas Department of Economic Security Child Protective Services office set up an Angel Tree to encourage Department employees to give to children in their care. More than 50 angels were placed on the tree. Employees selected one angel and purchased a gift for one of the needy children. The Education Office bought eleven of the gifts, challenging the rest of the complex. Within four days of the tree being on display, all of the angels were taken. The gifts were then given to DES and they distributed the presents to the children to make a brighter Christmas.

ASPC-Eyman TSU Officers Come to the Aid of a Needy Family

The ASPC-Eyman Tactical Support Unit (TSU) got into the holiday spirit by sponsoring an Eloy family for Christmas. The TSU officers decided to help the family when one of their team members, COII **Ramirez**, approached them with the idea of adopting a family she knew was in need of help. On Christmas eve, the TSU team presented the family including four children ranging in ages from six to 12 years old with clothing, toys and a grocery store gift certificate.

Globe Unit Dazzles Crowd with Light Display

The Arizona Department of Corrections' Globe Unit recently participated in the first-ever Superior Electric Light Parade held in Superior, Arizona. The parade and other Christmas events were sponsored by the Town of Superior and other community organizations.



The Globe Unit's entry in the parade was a festively lighted white bus that won first place in the *Outstanding Vehicle* category. Local Globe and Superior citizens enjoyed the brilliant display of lighted vehicles that paraded down the main street of the city. The Globe Unit employees who were responsible for decorating the bus include COII **David Cook**, COIII **Donna Goodale**, and COIII **Eddie Mendoza**.

Housing Opportunities for ADC Employees

The Department makes advertising space available for developers, builders and real estate agents who desire to offer affordable housing for rent, lease, or sale to Arizona Department of Corrections' employees in areas where a shortage of housing exists, for example, Arizona State Prison Complex-Florence, Eymen, Winslow and Lewis.

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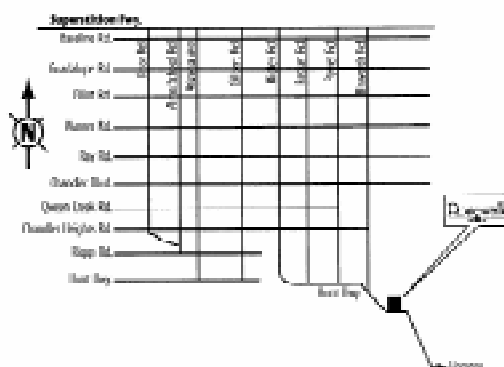


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Questions and Answers Regarding the Proposed Correctional Officer (CO) Pay Plan

You probably have seen or heard of the new Correctional Officer Proposed Pay Plan. Based on questions received thus far, here are some answers to the most frequently asked questions:

☞ **Q: Has the CO Pay Plan been approved for implementation?**

A: *No. This is still a proposal. The Governor included the pay plan in her budget, but the proposal must still be approved by the legislature in order to be funded.*

☞ **Q: Will the proposed CO Pay Plan take the place of the current CO Pay Plan?**

A: *Yes. The current CO Pay Plan will cease to exist. The annual 2.5% pay increase for five years will be replaced by an eight year automatic step increase. Additionally, the first two years will be a five percent increase rather than a 2.5%.*

☞ **Q: Why does the pay plan place such an emphasis on the first two years of a CO's service?**

A: *Our data indicates that we are losing the vast majority of our officers within the first two years of service. According to statistics for FY 1995 - 1998, of the 2,660 officers who resigned in good standing, 56.3% left within the first 24 months of service.*

☞ **Q: What type of experience will be accepted for credit toward years of service?**

A: *All experience as a Arizona Department of Corrections' Officer will be counted as years of service. Each claim of correctional experience with other agencies will be reviewed on a case by case basis.*

☞ **Q: Will the proposed pay plan encompass the CO III's and CO IV's?**

A: *Yes. CO III's will receive a raise to maintain the current salary relationship that now exists between a CO II and a CO III. CO IV's will receive a raise to maintain the salary relationship that now exists between a CO III and a CO IV. This amounts to a 5.84% increase for each class. CO III's and IV's will also be eligible for educational incentives in addition to these increases.*

☞ **Q: Will the proposed pay plan encompass the supervisors in the security series?**

A: *Yes. Incumbents in Sergeant, Lieutenant, Captain and Major positions will receive an increase of \$2,000, and the base salaries for these classifications will be increased by \$2,000.*

☞ **Q: What opportunities/incentives are available to Sergeants and above for salary increases?**

A: *Sergeants, Lieutenants, Captains, Majors, CO III's, and CO IV's will be eligible for a salary increase based on the attainment of additional education. Possession of an AA Degree will earn a 2.5% increase, a Bachelor's*

Degree 5%, to a maximum of 7.5% for a Master's Degree.

☞ **Q: What if the \$2,000 for supervisors in the security series does not adequately address compression?**

A: *We recognize that the \$2,000 increase may not completely relieve compression in all cases. The Director will continue to solicit information of cases in which compression is a problem so that he may remedy it to the extent possible within his authority.*

☞ **Q: Who will be eligible for future merit increases?**

A: *CO III's through Majors will continue to be eligible for merit increases, should they occur, which will help to address compression issues in these ranks. Merit pay eligibility for Correctional Officers will be revisited in two years.*

☞ **Q: When will the annual adjustments occur?**

A: *The officer's annual adjustments will take place on the anniversary of his/her date of hire.*

☞ **Q: Will the proposed pay plan affect current high risk assignment pay or uniform allowance benefits?**

A: *No. The proposed plan will not affect any high risk assignment pay, uniform allowance or the merit pay increases that went into effect on January 1, 1999.*

☞ **Q: Will the new pay plan continue to include stipends that are currently in effect at the Florence, Eyman and Winslow Complexes?**

A: *Yes. In fact, all current stipends will remain in effect.*

☞ **Q: Since there are no steps beyond eight years, how do CO's in this category obtain raises that will elevate them to the maximum of the pay range?**

A: *This can be accomplished through the merit system when funding is available.*

☞ **Q: Will the raises only be good for one year and then be taken away?**

A: *The Director will do everything in his power to ensure the continued viability of this pay plan.*

☞ **Q: What will the new classification be called?**

A: *There will no longer be a CO I or CO II designation. The official classification title will be Correctional Officer. The probationary period will be one year from the hire date.*

If you have any additional questions or concerns relative to the proposed CO Pay Plan, please feel free to call the Human Resources and Development Division at (602) 542-5820.